

**Governor Janet Napolitano's Office of Boards and Commissions
Frequently Asked Questions**

1. This is my second term on the board/commission and I have already attended the public service orientation training.

The public service orientation is the only mandatory portion of the training and must be completed within 6 months of appointment (ARS 38-592). If you have previously attended either an Arizona Government University (AzGU) sponsored public service orientation training class or a Governor's Office of Boards and Commissions public service orientation training class, you need not attend again. If you have previously attended an approved training class please provide the Governor's Office of Boards and Commissions a copy of your certificate so your attendance will be reflected in our records.

2. I will be out of town at an important conference and cannot attend the currently scheduled training. What should I do?

Consult with the director of your board or commission about attending one of the regularly scheduled Arizona Government University (AzGU) public service orientation classes. Information about AzGU schedules can be obtained by calling 602-542-6229.

3. Do I have to attend both the morning and afternoon sessions of the orientation and ethics training?

The public service orientation training is the only mandatory portion of the session. However, the Governor's Office of Boards and Commissions encourages board and commission members to attend both sessions. The morning orientation session includes a number of valuable topics which are useful to new board members, including: open meeting law adherence; conflict of interest; due process; ex parte communications, etc.

4. Will my travel/hotel expenses be reimbursed?

Consult with the director of your board or commission. Reimbursement of expenses varies by organization.

5. I'm on a Council (Task Force, Advisory Council, etc.), not a board or commission. Do I still have to attend?

The requirements apply to all gubernatorial appointments.

6. I'm not good at reading maps. Please describe how to reach the ADOT Development Center.

The ADOT Development Center is located at 1130 N. 22nd Avenue, Phoenix. It is under the "stack" Interchange of I-17 and I-10.

If you are traveling on the I-10 East from the West Valley/Yuma, exit at 27th Ave. Turn left (north) and proceed to McDowell Rd. Turn right (east) and proceed to 22nd Ave. Turn right (south) and end at 1130 N. 22nd Ave.

If you are traveling on the I-10 West from the East Valley/Tucson, exit at 19th Ave. Turn right (north) and proceed to McDowell Rd. Turn left (west) and proceed to 22nd Ave. Turn left (south) and end at 1130 N. 22nd Ave.

If you are traveling on the I-17 North from Tucson/South Phoenix, exit at McDowell Rd. Turn right (east) and proceed to 22nd Ave. Turn right (south) and end at 1130 N. 22nd Ave.

If you are traveling on the I-17 South from North Phoenix/Flagstaff, exit at McDowell Rd. Turn left (east) and proceed to 22nd Ave. Turn right (south) and end at 1130 N. 22nd Ave.